

Minutes of the **ROCKHAMPTON ANNUAL PARISH COUNCIL ONLINE MEETING**
held on Tuesday 5th May 2021 commencing at 7.30 pm

Present: Councillors: Tom Cullimore, (Chairman), Tina Mitchel Skinner, Mike Goode, Tony England & Henry Price, Severn Ward Cllr Matthew Riddle and James Carpenter (Clerk).

There were no members of the public in attendance.

Minute ref	Contents	Action
82/21.0 /21.1.	ELECTION OF CHAIRMAN It was proposed by Cllr England, seconded by Cllr Price and RESOLVED unanimously that Cllr Cullimore be elected as Chairman. Cllr Cullimore accepted and signed the Declaration of Acceptance to Office.	
83/21.0 /21.1.	ELECTION OF VICE CHAIRMAN It was proposed by Cllr England, seconded by Cllr Cullimore and RESOLVED unanimously that Cllr Mitchel Skinner be elected as Vice Charman. Cllr Mitchell Skinner accepted.	
84/21.0 /21.1.	APOLOGIES Severn Vale Ward Cllr Keith Burchill.	
85/21.0 /21.1.	DECLARATIONS OF INTERESTS None.	
86/21.0 /21.1.	PUBLIC PARTICIPATION None.	
87/21.0 /21.1.	TO APPROVE THE MINUTES OF THE PREVIOUS MEETING It was proposed by Cllr Price, seconded by Cllr Goode, and RESOLVED unanimously that the minutes of the meeting held on 22 nd February 2021 be signed as a correct record.	
88/21.0 /21.1. /21.2. /21.3. /21.4. /21.5.	APPOINTMENTS TO EXTERNAL BODIES Thornbury & Severn Vale Community Engagement Forum No appointment made , but Clerk requested to circulate any ongoing information received to all Cllrs. Oldbury Site Stakeholders Group Cllr Goode was appointed to represent the Council on this Group. Avon Local Councils Association (Stn Glos Branch) No appointment made but Clerk requested to circulate any ongoing information received to all Cllrs. Town & Parishes Forum The Clerk was appointed to represent the Council at this Forum. New Nuclear Build Committee (currently suspended) Cllr England was appointed to represent the Council on this Committee.	
89/21.0 /21.1. /21.2. /21.3.	CLERK'S REPORT Actions from last meeting not covered on the agenda. <ul style="list-style-type: none"> • StreetCare have attended to the potholes in Sundayshill Lane. • Work on the Culvert on the Lower Stone Road now complete. • Subsidence on the Hill Road had been reported and it was understood that StreetCare had made this a priority. • Information on footpaths in the Parish is now on the notice boards and website. /21.2. No correspondence of note had been received from Parishioners. /21.3. The Clerk had attended the Town & Parish Forum meeting on 27 th April (see minute 91/21.1.)	
90/21.0	WARD CLLRS REPORT	

Minute ref	Contents	Action
/21.1.	<p>COVID 19.</p> <p>With the nationwide lockdown South Gloucestershire Council (SGC) has updated its website for C19 related matters and is updated for announcements made in the recent National and Council Budgets as details become known. The website (below) gives details of help and support available to local residents and businesses. We continue to be active in helping individuals, local businesses and community groups get the support they need during this difficult time.</p> <p>National and local restrictions business grants BETA - South Gloucestershire Council (southglos.gov.uk)</p>	
/21.2.	<p>Council Meetings</p> <p>South Gloucestershire Council are holding all meetings ‘virtually’ using Microsoft Teams and the full range of meetings continues to take place. However, the Government has announced that all Council Meetings must be held in person from May 7th, 2021. There was a High Court challenge to this at the end of April, but it has concluded that the Government had the right to make this decision.</p>	
/21.3.	<p>Climate Change Emergency</p> <p>This was declared by South Gloucestershire Council in 2019. Papers on this can be viewed at: https://council.southglos.gov.uk/ieListDocuments.aspx?CId=134&MIId=12899</p> <p>There is a Standing Committee of Councillors (part of the Council’s Scrutiny Commission) that regularly meets to review the work in this area. An update on the Action Plan was given at the last Council Meeting (December 9th 2020) on the progress so far (see Item 10 on the South Gloucestershire Council Meeting Agenda: Agenda for Council on Wednesday, 9th December, 2020, 7.00 pm - South Gloucestershire Council (southglos.gov.uk))</p>	
/21.4.	<p>Consultations.</p> <p>There is currently a Streetcare Satisfaction Survey which can be accessed via the consultation page on the South Gloucestershire Council website. We believe there are no other current consultations of interest to Rockhampton.</p>	
/21.5.	<p>Pennywell Lane drainage</p> <p>The drainage work to clear the highway drains was completed in February, but officers are keeping an eye on it due to some water running on the road after very heavy rain. The white lining has been completed e.g. the SLOW marking and junction dashed line at Newton. New and replacement black and white reflector verge bollards have been placed at Newton. Replacement junction warning signs have been installed at each end of the village. We have taken up again with officers the subsidence issue on the road to Hill.</p>	
/21.6.	<p>Grass cutting of highway verges.</p> <p>Up until this year South Gloucestershire Council would cut grass verges 1 metre from the edge of ALL roads in the Spring and Autumn, with extra cutting around junctions for safety and visibility. However from this year to encourage more biodiversity, verges will only get cut once. Roadside flail 1 metre cut will take place from 12th July for Class A and B roads (e.g. A38 and B4461) and from 16th August for Class C roads (country lanes), but all ‘safety cuts and visibilities’ will continue as normal from May. Additionally, if there are any issues anywhere and visibility and safety become a problem, then do please let us know and we will get the team out to cut them back for safety reasons.</p>	
/21.7.	<p>Highways Issues</p> <p>These are continuing to be logged, e.g. blocked drains, potholes, overgrown hedges, fly tipping etc, as we identify them or as residents report them to us. Streetcare problems such as potholes, broken signs, ASB, fly tipping, overgrown hedges etc, can all be logged at SGC at https://www.southglos.gov.uk/general-information/online-services/report</p>	
/21.8.	<p>Thornbury High Street Update</p> <p>Cllr England asked Cllr Riddle what the position was regarding a decision on the proposals for</p>	

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/21.9.	<p>Thornbury High Street. Cllr Riddle confirmed that a decision was expected to be made at the Cabinet Meeting on the 7th June. Papers for this meeting should be available on the South Gloucestershire website approx. seven days before the meeting.</p> <p>Proposed Solar Farm with battery storage at Longlands in the adjoining parish of Hill</p> <p>Cllr Riddle circulated Cllrs information on this proposal covering an area of approx. 92 hectares. He indicated that a meeting was being arranged between Oldbury Parish Council and the developers, Low Carbon UK Solar Development and that it may be useful if Rockhampton Parish Council were also included. He offered to check the position with the Clerk at Oldbury and respond to Cllrs.</p>	Cllr Riddle																		
91/21.0 /21.1. /21.2.	<p>PLANNING APPLICATIONS</p> <p>P21/01069/F – Orchards, Church Road, Rockhampton – Raising roofline to form first floor and erection of two storey rear extension to form additional living accommodation. Received 04/02/2021. NOTED</p> <p>P20/21773/RVC – Land West of Gloucester Road, Thornbury. To amend conditioned plan. Change in type of dwellings proposed. Received 12/03/2021. NOTED</p>																			
92/21.0 /21.1.	<p>PLANNING DECISION AND OTHER MATTERS</p> <p>P20/22967/F – Heron Cottage Hill Road, Rockhampton – Erection of two storey front extension to form additional living accommodation. Decision received 25/02/2021 - APPROVE WITH CONDITIONS</p>																			
93/21.0 /21.1.	<p>REPORTS OF MEETINGS</p> <p>Town & Parish Forum</p> <p>The Clerk attended the meeting held online on 27th April. Items discussed were:</p> <ul style="list-style-type: none"> Update on the Safer Strong Communities Strategic Partnership Planning Enforcement / Calling in Process Local Nature Action Plans Refresh of Health & Well Being Strategy SGC Limited Community Governance Review <p>In due course presentation slides from this meeting can be found on the Town & Parish Forum website along with the minutes of the meeting.</p>																			
94/21.0 /21.1. /21.2. /21.3.	<p>FINANCIAL MATTERS</p> <p>The Financial Statement Report dated 5th May 2021 had been circulated to all Cllrs ahead of the meeting.</p> <p>The Clerk reported the following balances as of 30th March 2021.</p> <table border="0" data-bbox="225 1554 1362 1666"> <tr> <td>Current Account</td> <td style="text-align: right;">£ 2,375.52</td> <td>(Statement No 254 – 30th March 2021)</td> </tr> <tr> <td>Business Reserve Account</td> <td style="text-align: right;">£ 1,423.50</td> <td>(Statement No 84 – 5th March 2021)</td> </tr> <tr> <td>Total Balance</td> <td style="text-align: right;">£ 3,799.02</td> <td></td> </tr> </table> <p>It was proposed by Cllr England, seconded by Cllr Price and RESOLVED unanimously to approve the Financial Statement Report.</p> <p>The following receipts were NOTED:</p> <table border="0" data-bbox="225 1778 1362 1823"> <tr> <td>South Gloucestershire Council</td> <td>½ yearly precept payment (April to Sept)</td> <td style="text-align: right;">£1,590.00</td> </tr> </table> <p>It was proposed Cllr England, seconded by Cllr Price and RESOLVED unanimously to approve the following payments:-</p> <table border="0" data-bbox="225 1890 1362 1957"> <tr> <td>Avon Local Councils Assoc</td> <td>Annual subscription</td> <td style="text-align: right;">£61.28</td> </tr> <tr> <td>Goode Site Services</td> <td>Topping of grass & brambles to rear & front of V.Hall</td> <td style="text-align: right;">£54.00</td> </tr> </table>	Current Account	£ 2,375.52	(Statement No 254 – 30 th March 2021)	Business Reserve Account	£ 1,423.50	(Statement No 84 – 5 th March 2021)	Total Balance	£ 3,799.02		South Gloucestershire Council	½ yearly precept payment (April to Sept)	£1,590.00	Avon Local Councils Assoc	Annual subscription	£61.28	Goode Site Services	Topping of grass & brambles to rear & front of V.Hall	£54.00	
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	The Clerk would arrange for cheques to be signed later whilst observing the current government social distancing measures.	
95/21.0 /21.1. /21.2. /21.3. /21.4. /21.5. /21.6. /21.6.	THE ANNUAL GOVERNANCE RETURN FOR THE YEAR ENDING 31st MARCH 2021 Cllrs NOTED the contents of the Internal Audit which was completed on 27 th April 2021. It was proposed by Cllr Mitchell Skinner, seconded by Cllr England, and RESOLVED unanimously to accept the recommendations made within the report. Cllr Price noted the comment regarding the backing up of data and suggested that backing of records could be undertaken to the Cloud rather than to memory sticks. Clerk to investigate. It was proposed by Cllr Price, seconded by Cllr England and RESOLVED unanimously that during the financial year 2020/21, the higher of the authority's gross income for the year or gross annual expenditure for the year did not exceed £25,000. It was proposed by Cllr Mitchel Skinner, seconded by Cllr England, and RESOLVED unanimously to CERTIFY Section 1 - The Annual Governance Statement. It was proposed by Cllr Mitchell Skinner, seconded by Cllr England, and RESOLVED unanimously to CERTIFY Section 2 – Accounting Statement. It was proposed by Cllr England, seconded by Cllr Mitchell Skinner and RESOLVED unanimously to APPROVE the Parish Council's Financial Balance Sheet for the year ending 31 st March 2021. Cllrs NOTED the dates for the Period of Exercise of Public Rights . This would be from 21 st June 2021 to 30 th July 2021. The Clerk confirmed that this notice would be posted on the Parish Notice Boards and on the Council's website from 19 th June.	Clerk
96/21.0 /21.1. /21.2.	PROPOSED PURCHASE AND INSTALLATION OF LITTER BIN – VILLAGE HALL CAR PARK Information from South Gloucestershire Council for the cost of supply and installation of various litter bins had been circulated to Cllrs. Following discussion Cllrs agreed that a 20 litre wall mounted bin would be the most suitable at a cost of approx. £100. Cllr England proposed that if other Cllrs agreed he would purchase at the price indicated. He also offered to empty the bin as and when required. Cllrs unanimously AGREED to this offer made by Cllr England.	Cllr England
97/21.0 /21.1.	DATE FOR THE AUTUMN LITTER PICK Cllrs AGREED on the date of Saturday 2 nd October 2021.	
98/21.0 /21.1.	DATE IN SEPT/OCT FOR PARISHIONER DEFIBRILATOR AWARENESS TRAINING Cllrs agreed that a Saturday in September would be suitable subject to the availability of Passion First Aid who would be supply the training. Cllr Cullimore would arrange for the Old Cricket Ground Pavilion to be available for this.	Clerk Cllr Cullimore
99/21.0 /21.1. /21.2. /21.3.	HIGHWAYS ISSUES Subsidence on the Hill Road Cllr Price was concerned that subsidence was getting progressively worse. The Clerk confirmed that this issue had been reported to StreetCare following the previous meeting. Currently warning signs are in place to advise of uneven road. Cllr Riddle also confirmed that he had also raised this with StreetCare and in view of the continuing deterioration he would follow this up again with StreetCare following the meeting. Speeding through the village Cllrs Mitchell Skinner and Price still had concerns over the speeding of vehicles through the Village and felt that further monitoring was required. Cllr Riddle offered to speak with the Road Safety and Sustainable Travel Team at South Gloucestershire Council to request further monitor take place. Cllr Cullimore noted that speed strips had been place on the road in Newton for a temporary period of time and wondered if the Parish Council could be provided with the information	Cllr Riddle Cllr Riddle Cllr Riddle

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	collected. Cllr Riddle again offered to speak with the Road Safety Team to see if this information was available.	
100/21.0 /21.1.	CORRESPONDENCE The Clerk had circulated all correspondence of note ahead of the meeting.	
101/21.0 /21.1.	DATE FOR NEXT COUNCIL MEETING It was agreed the next meeting would take place on Monday 23 rd August in the Village Hall.	
102/21.0 /21.1.	OPEN FORUM Nothing to report.	

This concluded the business of the meeting, which closed at: 9:10 pm.

Signed..... Dated:

A SIGNED COPY OF THE MINUTES ARE AVAILABLE FROM THE CLERK ON REQUEST